

**TOWN OF DAVIE  
COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING MINUTES  
FEBRUARY 11, 2016**

**1. PLEDGE OF ALLEGIANCE**

The meeting was called to order at 6:04 p.m. and was followed by the Pledge of Allegiance.

**2. ROLL CALL**

Present at the meeting were Chair Paul, Vice Chair Luis and Board Members Caletka, Hattan and Starkey. Also present were Community Development Director Giovanni Moss, CRA Board Attorney John Rayson and Board Secretary, Cheryl L. Ellett recording the minutes.

Mayor Paul mentioned that everyone was very saddened by the passing of Chief Joe Montopoli and they were going to do a tribute to him during the Town Council Meeting. She mentioned the Town of Davie was very blessed to have him.

**3. PRESENTATIONS**

**3.1 FIRST QUARTER FINANCIAL RESULTS PRESENTATION, WILIAM W. ACKERMAN, CPA, BUDGET & FINANCE DIRECTOR**

Mr. Ackerman gave a brief presentation on the First Quarter Financial results for the CRA. Mr. Ackerman mentioned they reason they do this is for transparency. Mr. Ackerman provided a brief presentation a copy of which is attached hereto.

**4. APPROVAL OF MINUTES**

**Minutes**

**4.2 JANUARY 6, 2016 - MEETING MINUTES (CRA)**

Vice Chair Luis made a motion, seconded by Board Member Starkey to approve. In a voice vote, everyone voted in favor. (Motion carried 5-0)

**5. ACTION ITEMS**

**Resolutions**

**5.3 A RESOLUTION OF THE DAVIE COMMUNITY REDEVELOPMENT AGENCY, APPROVING THE CREATION AND FUNDING OF THE TOWN OF DAVIE COMMUNITY REDEVELOPMENT AGENCY COMMERCIAL RENTAL REIMBURSEMENT PROGRAM GRANT (CRRPG); AUTHORIZING THE CRA CHAIR TO EXECUTE THE RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mr. Moss mentioned that Item 5.3 is a resolution approving the creation and funding of the Davie CRA's Commercial Rental Reimbursement Grant Program. The program will provide a grant for rental reimbursement not to exceed \$6,000 for half of an approved business's monthly rent for up to 18 months. The grant will also include a one year membership to the Davie/Cooper City Chamber of Commerce.

Vice Chair Luis made a motion, seconded by Board Member Hattan to approve. In a voice vote, everyone voted in favor. (Motion carried 5-0)

**6. REPORT ITEMS**

- Mr. Moss mentioned that the bid documents for the Eastside Infrastructure Project and SW 67<sup>th</sup> Avenue Roadway Improvement Project are now complete. Staff will be meeting with the engineering firms next week to develop a timeline to bid out these projects within the next 30 days.
- Mr. Moss indicated that staff is also finalizing the Request for Qualifications to procure a consultant team to assist in the development of a P3 Request for Proposals. The Request for Qualifications will be issued in approximately 2 weeks.

COMMUNITY REDEVELOPMENT AGENCY MINUTES  
FEBRUARY 11, 2016

- CRA Vouchers will be available to members of the public beginning February 27<sup>th</sup> and 28<sup>th</sup>, 2016 during the Orange Blossom Festival at the Town tent and during the rodeo events. The vouchers will provide a \$5.00 discount to participating businesses in the downtown area and will be valid from February 27, 2016 through Sunday, March 6, 2016. This year, we have a total of 32 businesses located within the CRA participating in this year's program.
- Mr. Moss mentioned a copy of the CRA Community Policing Report was handed out to each of the CRA Board Members.

**7. COMMENTS AND/OR SUGGESTIONS**

- Board Member Caletka mentioned that when the CRA Board voted several months back on moving forward with the Eastside Infrastructure Project, he abstained from voting because there was a provision in the law that states that if there is an appearance of impropriety whether or not there is a benefit our attorney recommended that he vote on it and while he knows that the Commission of Ethics will meet in March, he would like our attorney to draft a question letter to the Commission on Ethics as well as to the Attorney General, Pam Bondi's Office, specifically addressing his concern on his vote as a CRA Board Member and his vote as a Town Council Member. He knows that Pam Bondi is extremely quick and was hoping to get the ok from the CRA Board for the CRA Attorney to write the letter so he can address this issue.
- Board Member Hattan welcomed Mrs. Ellett back and hoped she was feeling better.
- Chair Paul agreed and welcomed Mrs. Ellett back.
- Chair Paul wished Board Member Caletka a very Happy Birthday.
- Board Member Starkey mentioned she was advised about a light pole over near the Chamber of Commerce that the base was leaning. She was concerned about the pole and the status of the inspections. Mr. Moss mentioned that Mrs. Ellett has been out and the inspections will resume shortly.
- Board Member Hattan mentioned that her concern was over the holiday lights.
- Chair Paul mentioned she also had some complaints from some residents and mentioned the now that Mrs. Ellett has returned she was sure that she would address all the lighting issues.
- Mr. Moss mentioned staff is currently addressing all the lighting issues/repairs.
- Mr. Moss mentioned that he too was glad to have Mrs. Ellett return and that she will be checking into and continues the inspections now that she has returned. He also mentioned that the CRA was in the process of making repairs to the holiday lights in time for the Orange Blossom Festival.

**8. ADJOURNMENT**

There being no further business to discuss and no objections, the meeting was adjourned at 6:17 p.m.

March 2, 2016

Date

  
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Judy Paul, Chair  
Davie Community Redevelopment Agency

COMMUNITY REDEVELOPMENT AGENCY MINUTES  
FEBRUARY 11, 2016



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Cheryl L. Ellett, CRA Board Secretary

APPROVED THIS 2ND DAY OF MARCH, 2016.





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# FY 2016 First Quarter Financial Report (as of December 31, 2015)



# CRA

## Revenue Snapshot

Revenues	Amended Budget	Actual First Quarter Results	% Received
Intergovernmental	\$1,702,765	\$1,620,607	95%
Misc. Rev/Other Sources	<u>\$26,175,127</u>	<u>1,338,896</u>	<u>5%</u>
Total	\$27,877,892	\$2,959,503	11%





# CRA

## Expenditure Snapshot

Expenditures	Amended Budget	Actual First Quarter Results	% Expended
Personnel Services	\$321,119	\$46,248	14%
Operating	\$1,811,082	\$87,456	5%
Capital Outlay	\$24,060,011	\$13,972	0%
Debt Service	\$1,685,680	\$842,840	50%
Other Uses	\$0	\$0	N/A
Total	\$27,877,892	\$990,516	4%



# Reserves

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- Total Fund Balance as of 9/30/15 was approximately \$25.9 million
  - \$17.9 million from the 2010 Bond Issuance
  - \$8.0 million from CRA Reserves
- Large projects
  - Westside Infrastructure and Rodeo Roadways
  - Phase II Eastside Infrastructure
  - SW 67<sup>th</sup> Ave Roadway



# Actions

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- Continue to review the monthly financial statements
- Future revision of CIP and Budget